

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PARK OPERATIONS & MANAGEMENT (O&M)

DATE: MAY 23, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: MERLINO
WOOD
FRASIER

COMMITTEE MEMBER ABSENT:

SUPERVISOR: DICKINSON

OTHERS PRESENT:

VOTING MEMBERS:

ROBERT BLAIS, MAYOR OF THE VILLAGE OF LAKE GEORGE
DAVID HARRINGTON, SUPERINTENDENT OF PUBLIC WORKS,
VILLAGE OF LAKE GEORGE

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF
PUBLIC WORKS

KEVIN GERAGHTY, CHAIRMAN OF THE BOARD

BRIAN REICHENBACH, COUNTY ATTORNEY

SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BEATY

BRAYMER

CONOVER

LEGGETT

MACDONALD

MONTESI

SEEBER

SIMPSON

REPRESENTING THE TOURISM DEPARTMENT:

LEISA GRANT, PRINCIPAL ACCOUNT CLERK

JOANN CONLEY, TOURISM COORDINATOR

TANYA BRAND, GROUP TOUR PROMOTER

PETER GIRARD, CREATIVE DIRECTOR

DAVID HARRINGTON, SUPERINTENDENT OF PUBLIC WORKS,
VILLAGE OF LAKE GEORGE

WILLIAM LAMY, PROJECT MANAGEMENT EXECUTIVE COMMITTEE
MEMBER

MICHAEL CONSUELO, EXECUTIVE DIRECTOR OF THE LAKE GEORGE
CHAMBER OF COMMERCE AND CVB

C. WALTER LENDER, LAKE GEORGE ASSOCIATION

FRED AUSTIN, FORT WILLIAM HENRY

LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the May 23, 2016 meeting of the Park Operations & Management Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/om/>

Mr. Merlino called the meeting of the Park Operations & Management (O&M) Committee to order at 10:31 a.m.

Motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to Correction by the Clerk of the Board. *Copies of the meeting agenda were distributed to the Committee members, a copy of same is on file with the meeting minutes.*

Commencing the agenda review with the Information for Discussion/Review section, privilege of the floor was extended to Michael Consuelo, Executive Director of the Lake George Chamber of Commerce and CVB, who distributed copies of a brochure and proposal concerning the maintenance and/or upkeep

of the website for the Festival Commons at the Charles R. Wood Park. *A copy of the proposal is on file with the minutes.*

Mr. Consuelo introduced Kristen Hanifin, who was the newly appointed Special Events and Convention Sales Director and would commence work at Lake George Chamber of Commerce and CVB on June 6th. He noted that Ms. Hanifin replaced Christina Curley who resigned for medical reasons. He apprised that Ms. Hanifin previously worked for the Saratoga and North Creek Railway. He then proceeded to review the proposal to add the maintenance and/or upkeep of the Festival Commons at Charles R. Wood Park website to the existing contract with the Lake George Chamber of Commerce and CVB for an additional cost of \$10,000 for the term commencing June 1, 2016 and terminating December 31, 2016.

Motion was made by Mrs. Frasier, seconded by Ms. Wood and carried unanimously to approve the request, pending review by the County Attorney, and refer same to the Tourism & Occupancy Tax Coordination Committee to determine whether Occupancy Tax funding could be used to support these costs. *A copy of the resolution request form is on file with the minutes.*

Next, Robert Blais, Mayor of the Village of Lake George, presented a request for authorization to apply for a grant in the amount of \$200,000 through Senator Little's office to fund the purchase of a mobile stage. He then discussed the flexibility a mobile stage would provide and said the cost was considerably lower than that of a permanent stage. Mayor Blais explained the cost of the mobile stage would be \$270,000 as compared to a permanent stage which cost around \$700,000 – 800,000. He said the additional \$70,000 not included in the grant money could possibly be covered by the occupancy tax emergency fund; he stated having a stage for next season was an emergency because it was hard to promote the Festival Commons without one. Mayor Blais said the mobile stage could accommodate many other events such as Glens Falls Symphony, and could also be used for other events such as the Adirondack Balloon Festival, the Warrensburg Jamboree, as well as for various events held at the Warren County Fair Grounds and in downtown Glens Falls.

Motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the request.

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of Public Works, who presented a request to appropriate \$315.00 from Budget Code A.691.07, Deferred Revenue Gaslight Village, to Budget Code A.1625 413, Gaslight Village Property, Repair and Maintenance, to reimburse the Village of Lake George for expenses incurred for turf management and fertilizer for the Charles R. Wood Park Festival Commons.

Motion was made by Mrs. Frasier, seconded by Ms. Wood and carried unanimously to approve the request and refer same to Finance, Personnel & Higher Education Committee. *A copy of the resolution request is on file with the minutes.*

Returning to the Information for Discussion/Review portion of the agenda, Mayor Blais then presented a request to refund Dave Ehmann the \$500 deposit he had submitted for a show which was cancelled seven days after the ninety-day cancellation deadline. He explained Mr. Ehmann originally scheduled his show for September but due to another large show that wanted to schedule their event during this time frame he was asked to move his show to June.

Motion was made by Mrs. Frasier, seconded by Ms. Wood and carried unanimously to approve the request and refer same to Finance, Personnel & Higher Education Committee.

Moving on, Mayor Blais then presented a request to establish a \$250 fee for partial use of Festival Commons for two events scheduled there. He apprised Glens Falls National Bank had scheduled use of the space in June for their annual meeting which would last 2 hours and would be under a tent with catered food sponsored by Lake George Association. The second request, he said was to use the Skate Park for an afternoon in July and had been submitted by individuals who had helped raise money for it. Both groups had put down a \$500 deposit and the \$250 rental fee would cover picking up rubbish; he advised no vendors would be involved. He mentioned he was working on a set of proposed fees for next month's Committee meeting. He stated he was also working with two private wedding receptions for a few hours at the Festival Commons.

Motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the fee suggested.

Continuing, Mayor Blais reported there were 23 days booked so far this year at the Festival Commons space as compared to 21 days last year. He also noted that he and Mr. Consuelo would be meeting with a National Barbershop Quartet Festival to discuss an event in 2017. Mayor Blais stated he had been speaking with Big Apple Circus about returning and he said a National BBQ event and an International Car Show were being planned for 2020.

Mr. Tennyson noted a proposal on wetland maintenance for a County granted easement for maintaining the park and wetland features. Privilege of the floor was extended to Walter Lender, Executive Director of Lake George Association, who explained the PMEC (Project Management Executive Committee) was set up to develop a maintenance plan and had commissioned the Chazen engineering firm to develop a maintenance and operations manual. Mr. Lender stated vegetation would need to be removed/harvested so as not to have a buildup of nutrients and sediment retention ponds would need to be retained over time. He apprised a corresponding guideline budget needed to be developed to know what to expect down the road. Mr. Tennyson added an e-mail would need to be sent once the proposal was developed.

Mr. Tennyson and Mayor Blais spoke about a planned grand opening for the Festival Commons in October. Mayor Blais stated he would like the Governor and the Secretary of State/NYS DOT (New York State Department of Transportation) Commissioner who provided the majority of the funding for the park, to attend and officially open the park. He added the Children's Playground was magnificent. Mr. Tennyson added that private donors, such as the Wood Foundation, had played a big part in establishing the Park and they hoped to extend the invitation to them, as well.

There being no further business to come before the Park Operations & Management Committee, on motion made by Ms. Wood and seconded by Mrs. Frasier, Mr. Merlino adjourned the meeting at 11:09 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board